

## BROOKLYN VILLAGE BOARD MEETING MINUTES

October 12, 2015

The Oct 12, 2015, Village Board meeting of the Village of Brooklyn was called to order at 6:35 pm at the Village Hall by President Pat Hawkey. Trustees present were Kyle Smith, Russell Cazier, Heather Kirkpatrick, and Todd Klahn. Trustees Zach Leavy and Sue McCallum were absent. Others present were Clerk Strause, Rachel Brickner, Alison Koelsch, Roland Arndt, Teresa Pelton, Kevin Visel. All stood for the Pledge of Allegiance. There were no Public Comments.

Trustee Smith moved, second Cazier, carried to approve the minutes of 9-14-15, 9-28-15, and 10-05-15.

**Oregon Area Senior Center** representatives Alison Koelsch and Rachel Brickner presented the 2016 budget and gave their annual report. Preliminary estimate of \$21,900 for the Village portion of their 2016 budget has not been approved yet. Budget meetings are being held in Oregon tonight and Oct 19<sup>th</sup>. The Village's amount is \$1030 more than last year. 2014 statistics were reviewed and confirmed that the numbers are 100% of Village residents. Certain services are limited to Dane County residents. President Hawkey contacted Green County to discuss receiving more extended services for our Green County residents.

Village President: No report. Clerk Strause gave the August financials with income of \$255,247.36, expenses \$189,902.86 with an end of month balance in all funds of \$1,431,198.91.

**PUBLIC WORKS**-The minutes of 8-25-15 were approved with motion by Smith, second Klahn, carried. Trustee Smith moved, second Cazier, carried to approve the five year road plan as presented. Monthly utility and Public Works reports were reviewed.

**SAFETY**-In the absence of Chief Barger, President Hawkey summarized the 10-5-15 report. New phones have been purchased and the Avya system has been totally disconnected after years of problems. The Family Services Madison/PICADA meeting on Sept 22 went well. The Dept will take the lead on getting alcohol and drug abuse information to the public on a quarterly basis. A new radar unit is being installed along with in-car router, inverter, and antenna. Parking issues on Division St will be further discussed and information will be forwarded to the Ordinance Committee to address. Also discussion will continue on traffic not yielding to pedestrians in cross walks and cross walk identifiers.

**CONSENT AGENDA**-Kirkpatrick moved, second Klahn, carried to approve payment of October 2015 invoices as presented; approve Halloween Trick or Treat hours for 4-7 p.m. on Oct 31<sup>st</sup>.

**COMMITTEE REPORTS:** There were no reports for **Planning & Zoning, Electronic Media, Emergency Management, or Ordinance.** **FIRE/EMS**-Village representative to the Fire/EMS District Board, Roland Arndt, gave a presentation on the **2016 Budget request.** Arndt stated a second part-time secretary will start after the budget hearing to assist the newly hired secretary. Changes have been made to the 2016 EMS budget. In the past, 25% of the facility cost was charged in the to the EMS and 75% to the Fire Dept. Now the split will be 50% in several line items including utility costs and building maintenance repairs between departments. A **Fire/EMS District budget meeting is this week, Oct 21 at 6:30 pm**, and Arndt believes the budget will be completed. By contract, the levy amount is not due to the Village until the third Wed in October. The EMS proposed budget is \$295,598 with 2015 rate at \$227,643, an increase of \$67,955. Two applicants are being interviewed soon for part time EMS positions. Fire chief and EMS Director would be overseeing the two newly hired employees. Arndt stated the 2015 EMS per capita was \$30 with the proposed 2016 per capita at \$60. The USDA Fire/EMS District revenue bond loan was refinanced this year saving the district \$90,000. The new loan

is a general obligation debt. Arndt stated the payment plan may change to quarterly rather than the current three times a year. The current District agreement from 2005 has a cap of \$15 per capita. Arndt stated the District Board changed this to \$18 a couple of years ago but never changed the district agreement with the municipalities that make up the District with minor other language changes needed in a new contract. Last year excess funds were used to lower the budget request for both Fire and EMS. The same will probably happen again but not a lot of excess funds to draw from currently. Pres Hawkey corrected the 2015 per capita which was \$40 not \$30 as previously stated. Hawkey also stated the \$18 per capita rate is not legal as it was never signed by all the municipalities. Kyle Smith said he has on file an open records request for Fire/EMS financials. Smith continued that five days in June the EMS was out of service and has a concern over coverage. There is a discrepancy on coverage between data from the District and data from the 911 Center. Who is responsible for collection of data from runs/calls was questioned. A private company is hired to do collections with the run sheet submitted to them. There is no pay for mutual aid or no transport. The collection rate of 60% is more realistic counting Medicare patients. If we are required to pay quarterly, the Village should be getting quarterly statistic reports also. Contracting out the EMS service has been looked at. Salaries will go from \$129,800 to proposed \$173,840 which includes two full time employees and on call pay. A commitment from those being trained was discussed so that the employee being trained would stay on working for the District. Last year EMS run charges were increased \$100 to be comparable to Dane County fees. Hawkey stated she is thankful to the volunteers but has concerns that we do not have coverage 24/7. Residents believe they have 24 hr services and don't. Hawkey asked what we can do as options over the last year are not working; a week out of service is irresponsible. Arndt was thanked for all his efforts. Appreciation was given to the many volunteers who have worked hard over the years giving their all. More volunteers are needed to provide 24/7 coverage .

**Recreation** - Website contingency plan-Springer has resigned but Chair Hardy knows how to update the website and there will be no downtime for that site. **Personnel**-Kirkpatrick moved, second Smith, carried to approve the 7-29-15 minutes. **Finance**-Next budget meeting date will be starting at 6 p.m. on Oct 21<sup>st</sup>. The Dept of Revenue granted waivers to all counties in WI for the 2015 new mandated property tax bills. This will take affect for the 2016 tax bills. **EDC**-Hawkey moved, second Kirkpatrick, carried to postpone until November approval for the TIF Policy and Application as it is still being worked on. Update on marketing- Brooklyn's presence was at the World Dairy Expo last week and will have a booth at the In Business event next week.

**NEW BUSINESS:** Smith moved, second Kirkpatrick, carried to move up on the agenda all items before the scheduled closed session. **Municipal Court committee** was never established. Hawkey moved, second Klahn, carried to appoint President Hawkey and Trustee Cazier, with alternate Trustee Kirkpatrick to this committee. President Hawkey requested **reassignment of committees** for those assigned to Trustee Zach Leavy who has not attended a Board or committee meeting for several months. There has been no response from Leavy either by email or phone. Hawkey moved, second Klahn, carried to the reassignment as follows with re-evaluation in November: EDC-Cazier, Safety-Klahn, Planning & Zoning-Kirkpatrick, Electronic Media-Cazier. Hawkey moved, second Cazier, carried to approve a **temporary increase to 70 hours of comp time** for Clerk Strause due to the resignation and hiring process for a Deputy Clerk-Treas. **UNFINISHED BUSINESS:** Cazier continues to work on **email backup**. Currently \$3,000 is in the proposed budget for this.

At 8:29 p.m., Klahn moved, second Smith, unanimously carried to convene to Closed Session Pursuant to WI Stats 19.85 (1)(e) to discuss client negotiations for the Business Complex, TID #2. Klahn moved, second Smith, carried to reconvene to open session at 10:05 pm. Hawkey moved, second Smith, carried to adjourn. Carol A Strause, MMC, WCMC, CMTW